

**POSOL RESIDENTS MANAGEMENT COMPANY LTD**

**MINUTES OF THE BOARD MEETING HELD VIA A VIDEO CONFERENCE CALL  
17<sup>TH</sup> April 2020**

Present: Julian Shaw (JS), Chairman  
Ian Currie (IC), Secretary  
Reg Sillence (RS)  
Paul Le Maistre (PLM)  
Mark Abrams (MA)  
Nigel Padbury (NP)  
Darron August (DA)

Ruth Hoff (RH) Alexander Faulkner Partnership Ltd  
Lisa Kennard (LK) Alexander Faulkner Partnership Ltd

**MINUTES OF THE LAST BOARD MEETING 20<sup>th</sup> March 2020**

17/04/001 The minutes of the March meeting had previously been circulated. It was agreed that they represented an accurate record of the meeting.

**MATTERS ARISING**

17/04/002 Due to Covid-19 and the closure of the AFP office the April newsletter was not posted to Shareholders. The Board agreed to send an updated Newsletter with the October invoice.

**FINANCE**

14/04/003 The finance reports for expenditure to 31<sup>st</sup> March were circulated. Expenditure as at that date was £495,459 against a budget of £516,995. The aged debtors were discussed and the Board felt that each debtor was being suitably monitored by AFP's Credit Control Team.

**COVENANTS**

The minutes of the Covenants Working Group meeting held on 9<sup>th</sup> April were reviewed as follows:

- 14/04/004 The revised colour paint guide is now displayed on the POSOL website.
- 14/04/005 [] Bryher Island – AFP sent a letter of final consent.
- 14/04/006 Coverack Way – AFP sent a letter to the Shareholders regarding the appearance of the balconies.
- 14/04/007 [] Carbis Close - AFP will write to the Shareholder regarding the debris at the property and the proposed external change of appearance.
- 14/04/008 [] Carbis Close – AFP will write to the Shareholder regarding the debris at the property.

- 14/04/009 Tintagel Way – A Shareholder reported an untreated fence panel. AFP confirmed that the fence panel has been attended to by the Shareholder.
- 14/04/010 [] Coverack Way – AFP responded to the Shareholder regarding the proposed external change of appearance and advised that the CWG approved the proposal in principle pending the formal application and plans.
- 14/04/011 [] Bryher Island – AFP sent a letter of conditional approval.
- 14/04/012 [] Sennen Place - Under balcony extension, AFP sent a final letter of consent.
- 14/04/013 [] Carne Place - A future Shareholder submitted plans for a car port extension. The CWG agreed in principle subject to the Shareholder completing the sale of the property. AFP will respond to the future Shareholder to advise that the CWG will carry out a full investigation only at such time they become a Shareholder.
- 14/04/014 [] Bryher Island – The Board will investigate this further following a proposed change in the original plans submitted.
- 14/04/015 [] Bryher Island - The fence paint colour was discussed with the Board and a member of the CWG will meet with the shareholder following the lockdown to discuss the colour in more detail.
- 14/04/016 [] Coverack Way - AFP sent a letter of conditional approval.
- 14/04/017 [] Bryher Island – The Board approved the work and plans; AFP sent a letter of conditional approval.
- 14/04/018 [] Newlyn Way – The CWG visited the Shareholder to offer advice, the formal application is pending.
- 14/04/019 [] Bryher Island – The Shareholder has confirmed that the proposed work is on hold.
- 14/04/020 Garage doors – The CWG will identify and take photographs of the garage numbers and garages that require painting. After the lockdown and in due course AFP will send out letters to Shareholders concerned.

## **GARDENING**

- 14/04/021 [] Holywell Drive – The Shareholder requested the gardeners to trim the shrubbery for ease of access, the gardeners will attend in due course.
- 14/04/022 The gardeners confirmed that they will be back on site week commencing 20<sup>th</sup> April to cut grass, whilst adhering to the Government restrictions and exercising social distancing.
- 14/04/023 [] Cadgwith Place – Tree clippings had been left in the planter; AFP will ask the gardeners to remove the clippings on the next visit.

## **ESTATE MAINTENANCE**

- 14/04/024 Cadgwith Place - A Shareholder reported that a post is loose, AFP will ask the gardener to investigate when next on site.
- 14/04/025 Kelsey Head – The Council has replaced the post with a slightly different design and colour. The post will be painted to match the existing posts in due course.
- 14/04/026 Newlyn Way – A vehicle had been reported parked on site for over 21 days. AFP requested a Director to apply the POSOL parking regulations and a letter to the vehicle.
- 14/04/027 Water taps – AFP and the gardeners have walked the estate to identify and map out each water tap. AFP require Portsmouth Water to walk the site with AFP to identify the taps in use. AFP will progress this action after the Government restrictions have been removed.

## **BERTHING**

- 14/04/028 A police rib entered the marina to instruct other ribs to return to their berths due to Covid-19 and the marina being in lockdown.
- 14/04/029 The pontoon survey has been carried out and the full survey report from the contractor is pending.
- 14/04/030 A Shareholder reported that boat repairs were being carried out in remote berths. It was decided that no action was required as this was a matter for the police enforcing the Government restrictions.

## **COMMUNICATIONS**

- 14/04/031 After the lockdown the Board agreed to go ahead with the nominated contractor to progress with the proposed new berthing database.

## **ANY OTHER BUSINESS**

- 14/04/032 Lock View - Fly tipping was reported to the council, this has now been removed.
- 14/04/033 HMO – One identified property is currently progressing with the solicitor.